



# Southwest Suburban Sewer District Commissioner's Meeting

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*Dedicated to preserve the purity of your environment."*

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**Commissioners:**

Scott Hilsen – President  
William Tracy – Vice President  
Susan Genzale – Secretary

**Consulting Attorney:**

Eric C. Frimodt

**Consulting Engineers:**

Ken Nilsen  
Cameron Ochiltree

**General Manager:**

Ron Hall

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**January 17<sup>th</sup>, 2023**

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**1. Call to Order:**

Commissioner Tracy called the meeting to order at 6:30 p.m.

**2. Also in Attendance:**

Bill Stephani.

**3. Changes or Additions to the Agenda:**

No added changes or additions.

**4. Written Communications:**

The District received a letter from Eric Bentler of APD requesting the 2022 GFC for the 230 unit building under construction. After lengthy discussion on the circumstances that happened the last week of 2022 in their attempt to pay the GFC's, M/S/P unanimously approving the request.

**5. Public Comment:**

No public comment.

**6. Consent Agenda:**

- Approval of the Minutes for the January 3<sup>rd</sup>, 2023, Board meeting.
- Approval and Signing of the Accounts Payable Vouchers & Payroll.

- Vouchers audited and certified by the Auditing Officer as required by RCW 42.24.080, and those expense reimbursement claims certified as required by RCW 42.24.090, have been recorded on listings that have been made available to the Board. Vouchers are included in the attached lists, and further described as follows:
  - Maintenance voucher numbers 23.0040 through 23.0094 in the total amount of \$646,242.74.
  - Construction voucher numbers 23.0001 through 23.0002 in the total amount of \$72,112.76.
  - Review monthly Income Report.

A motion to approve the consent agenda was made by Commissioner Hilsen, seconded by Commissioner Genzale, and unanimously approved.

## **7. Business Agenda:**

Cameron Ochiltree updated the Board on BHC's status of the General Sewer Plan, Miller Creek Electrical Upgrades, and the DMMD-WSDOT Inverted Siphon project.

Ken Nilsen updated the Board on PACE's status on providing the District with information on the retrofit of existing lift stations #11 & #4, and that the lift station #18 Phase II, will be going out to bid soon.

Hall requested approval to update Resolution 2006-26, amending the District's Employee Recognition Program. Hall mentioned that the annual limit is \$5,000.00 has not been adjusted since 2006. Hall recommended adjusting the annual limit to \$8,000.00. After brief discussion, M/S/P unanimously approving the request and directed Hall to prepare a Resolution for the next meeting.

Hall presented a memo identifying the Credit/Debt card fee is being increased by 15% from \$1.95 to \$2.25 per transaction. Staff estimates this will cost the District approximately \$100,125.00 in 2023. Hall recommended passing the Credit/Debt card fee onto those ratepayers who use the Credit/Debt card fee service. After brief discussion, M/S/P unanimously approving the request and directed Hall to prepare a Resolution for the next Board meeting.

Hall presented a draft newsletter for the Board's review. After brief discussion, M/S/P unanimously approving the request with one minor change from Commissioner Hilsen.

## **8. Manager's Comments or Reports:**

Hall updated the Board of the following:

- That he, Tim Berge, Eric Frimodt and James Tupper will be meeting with the Department of Ecology on Thursday to discuss secondary bypassing at the treatment plants.
- Mesfin Mekonnen and I met with Katy Isaksen and were introduced to Karyn Johnson who will be taking Katy's place.
- Reminded the Board of the upcoming Commissioners Workshop coming up on the last Saturday of the month.
- Hall reported on his analysis of the 2016 SWSSD/SPU flow study for pump Station #8.

**9. Attorney's Comments and Reports:**

Attorney Frimodt provided further comments on the upcoming meeting with Ecology later this week. Frimodt reported that he will provide an update regarding the meeting at the next Board meeting. In addition, Attorney Frimodt reported that the Court of Appeals is currently in the process of scheduling oral argument on Ecology's appeal in the Puget Sound General Nutrient Permit litigation. Based on the email communication, it appears that the oral argument hearing date is likely to be scheduled in May 2023.

**10. Commissioner's Comments or Reports:**

Commissioner Tracy inquired on the status of the Ambaum Blvd. project and how it's affecting the District's sewer collection system. Hall stated that the District will need to change one of the concentric riser cones to an eccentric cone. Commissioner Tracy also commented on the upcoming WASWD Section 4 meetings and the upcoming WEFTEC Conferences.

**11. Executive Session:**

Commissioner Hilsen convened an executive session at 7:34 pm to discuss the performance of a public employee pursuant to RCW 42.30.110(1)(g) for 10 minutes. The Commissioners, General Manager and Attorney Frimodt participated in the executive session. The executive session was extended for an additional 12 minutes. At 7:56 pm, the Board convened an executive session to discuss litigation pursuant to RCW 42.30.110(1)(I) that was attended by the Commissioners, General Manager and Attorney Frimodt for an estimated duration of 20 minutes. The executive session ended at 8:11 pm. No announcement of the extension of the executive session was made as no members of the public were in attendance in person or remotely. No action was taken by the Board.

**12. Set the next Public Meeting, Dates and Times:**

February 7<sup>th</sup>, 2023 @ 6:30 p.m.  
February 21<sup>st</sup>, 2023 @ 6:30 p.m.

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**13. Adjournment:**

The meeting was ended at 7:12 p.m.

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**Attest:**

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**William Tracy**  Approve

President and Commissioner  Oppose

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**Scott Hilsen**  Approve

Vice-President and Commissioner  Oppose

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**Suzy Genzale**  Approve

Secretary and Commissioner  Oppose